

Privacy Policy

Verivise

Version 1.0

www.verivise.nl

Verivise

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1 Introduction

Verivise, located at Ripperdamarke 15, Zwolle, and registered with the Chamber of Commerce under number 42072802, is responsible for the processing of personal data as described in this Privacy Statement. Verivise attaches great importance to the protection of your personal data. In this Privacy Policy, we explain which personal data we collect via our website, why we process it, and what rights you have regarding your personal data.

We process personal data in accordance with the General Data Protection Regulation (GDPR) and other applicable laws and regulations. If you have any questions regarding privacy or the processing of your personal data, please contact us at info@verivise.nl.

2 What personal data do we process?

Depending on how you use our website, we may process the following personal data:

- Via contact or inquiry forms
  - Name
  - Company name
  - Email address
  - Telephone number
  - Job title
  - Content of your message or inquiry
- Automatically collected data
  - IP address
  - Browser type and version
  - Operating system
  - Referring website
  - Pages visited
  - Date and time of visit

3 Why do we process your personal data?

We process personal data exclusively for legitimate purposes, including:

- Responding to questions or requests
- Providing information about our services
- Executing agreements
- Maintaining client and supplier relationships
- Improving our website and services
- Analysing website usage
- Protecting our systems and data
- Complying with legal obligations

4 Legal bases for processing

We process personal data based on one or more of the following legal bases:

- Your consent
- The performance of a contract

- Compliance with a legal obligation
- Our legitimate interest, such as security, the provision of services, and business operations

When we process personal data based on consent, you may withdraw this consent at any time.

Processing	Purpose	Legal Basis
Contact form	Answering questions	Gerechtvaardigd belang
Quote request	Preparing and following up on a quote	Steps taken prior to entering into a contract
Service delivery	Fulfilling agreements with clients	Processing of a contract
Statutory record-keeping	Complying with tax obligations	Legal obligation
Non-essential analytics	Analyzing website usage	Consent
Security logging	Security and abuse prevention	Legitimate interest

5 Use of forms

When you complete a contact form, quotation form or other web form, we use the information you provide exclusively for processing your request or inquiry. The data entered can be stored in our business applications and communication systems so that we can follow up your request and provide our services.
We only request data that is necessary for the respective purpose.

6 Use of Microsoft 365

For communication, collaboration, document storage, and the processing of requests, we use Microsoft 365 services, including Exchange Online, Teams, SharePoint Online, OneDrive for Business, and Microsoft Forms. Personal data provided via our website may be processed and stored within this environment.

Insofar as Microsoft processes personal data on our behalf, we have entered into contractual agreements with Microsoft regarding data protection. If personal data is processed outside the EEA, we ensure that a valid transfer mechanism is in place, such as an adequacy decision or the European Commission's Standard Contractual Clauses.
Further information can be found in the Microsoft Trust Center and the Microsoft Privacy Statement:

- Microsoft Trust Center
- Microsoft Privacy Statement

7 Cookies

What are cookies?
Cookies are small text files that are stored on your device when you visit our website.
Necessary cookies

These cookies are essential for the website to function correctly and cannot be disabled.
Examples:

- Security cookies
- Session cookies
- Preference settings

Analytical cookies
We use analytical cookies to collect information about how our website is used, allowing us to improve its performance and user-friendliness.
Depending on the configuration, we may use solutions such as:

- Microsoft Clarity
- Google Analytics

Where required by law, we will obtain your prior consent before placing these cookies.

Gebruikte Cookies

Cookie	Domein	Categorie	Time	Description
Pll_language	Verivise.nl	Function	Session	Language setting

8 With whom do we share personal data?

We only share personal data when necessary for the purposes described or when we are legally required to do so. Personal data may be shared with, among others, providers of hosting, website management, communication and collaboration services, forms, security, and website analytics.

We enter into a data processing agreement with parties that process personal data on our behalf, whenever required by the GDPR. Parties that process personal data for their own purposes are themselves responsible for compliance with the GDPR.

We do not sell your personal data.

9 International tranfers

When personal data is processed outside the EEA, we ensure that a valid transfer mechanism is in place. This may include, for example, an adequacy decision from the European Commission or the use of Standard Contractual Clauses. Where necessary, we implement supplementary measures.

10 Retention periodes

We do not retain personal data for longer than is necessary for the purposes for which it was collected. If legal obligations require a longer retention period, we will comply with those requirements.

Category	Retention
Contact requests	Maximum 12 months after handling

Quotation requests	Maximum 24 months after the last contact
Customer and contract data	During the agreement and thereafter for as long as necessary for statutory or legal obligations
Financial administration	According to the applicable statutory fiscal retention period
GDPR requests	Maximum 5 years after finalizing
Security logs	180 days
Analytics data	According to the set period of the analysis tool used
Cookie preference	According to the term stated in the cookie settings

11 Security

We take appropriate technical and organizational measures to protect personal data against loss, unauthorized access, disclosure, alteration or destruction. Although we take appropriate measures, no method of data transmission or storage can guarantee complete security.

12 Your rights

You have the right to:

- Access your personal data
- Have incorrect data corrected
- Have data deleted
- Restrict the processing of your data
- Object to the processing of your data
- Transfer your data to yourself or another party
- Withdraw previously given consent.

Requests may be submitted via: info@verivise.nl
In principle, we will respond within one month. Please note the following:

- An extension of up to two additional months is possible in the case of complex or multiple requests
- We may request additional identification
- The withdrawal of consent does not affect the lawfulness of any processing that took place prior to the withdrawal.

These rights do not apply in all situations. We assess each request in accordance with applicable laws and regulations. The right to data portability applies only when the processing is based on consent or a contract and is carried out by automated means.

Verivise does not make decisions based solely on automated processing, including profiling, that would have legal consequences for you or otherwise significantly affect you.

13 Complaints

If you believe that we are not handling your personal data with due care, we ask that you contact us first. In addition, you have the right to lodge a complaint with the Dutch Data Protection Authority (Autoriteit Persoonsgegevens) via their website.

14 Changes

We may update this privacy statement from time to time. The most current version will always be published on our website. In the event of significant changes, we will, where appropriate and feasible, notify you via our website or using the contact details we have on file.